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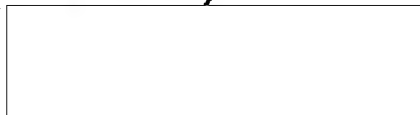
4 August 1982

NOTE FOR: DDA

FROM : EA/DDCI

Would you please provide the DDCI within the next week a projection of our existing language capabilities and anticipated shortfalls for the next five years.

*Thank,*



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## ROUTING AND RECORD SHEET

SUBJECT: (Optional)

DD/A Registry

82-1938/1

FROM:

Director of Training and Education  
1026 CoC

EXTENSION

NO.

DATE

TO: (Officer designation, room number, and building)

DATE

RECEIVED

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OFFICER'S  
INITIALS

COMMENTS (Number each comment to show from whom to whom. Draw a line across column after each comment.)

1. DDA  
7D24 HQ

8/11/82 J

2. ER  
7E12 HQ3. Executive Director  
7D55 HQ

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4. DDCI  
7E12 HQ

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8/16/82 J

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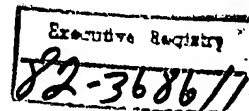
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OTE 82-3723

82-1938/1

10 AUG 1982



MEMORANDUM FOR: Deputy Director of Central Intelligence

VIA: Deputy Director for Administration

FROM: 

Director of Training and Education

SUBJECT: Present Agency Foreign Language Capabilities, Five Year  
Projection, and Anticipated Shortfalls

1. Attachment A is an inventory of language skills at the minimum professional proficiency level and above possessed by Agency employees as of 30 June 1982. The listing also indicates potential skill losses through the retirement or nonavailability of people who are 45 years of age or older. Serious shortfalls due to aging are apparent in the composite chart. The percent of possible losses in speaking and reading skills at professional levels in the ten principal languages is:

<u>Language</u>	<u>Percent Speaking</u>	<u>Percent Reading</u>
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SUBJECT: Present Agency Foreign Language Capabilities Five Year  
Projection, and Anticipated Shortfalls

The total loss for languages is predicted to be 47 percent in speaking and 43 percent in reading.

2. Attachments B, C, and D provide a five-year projection of language requirements and anticipated shortfalls in meeting these requirements for the Directorate of Science and Technology (DS&T), the Directorate of Administration (DA), and the DCI area. Shortfalls will be eliminated through recruitment and language training although the Directorates realize that attainment of minimal professional competency requires a substantial commitment to the length of time students are assigned to training.

3. The Directorate of Operations (DO) did not attempt a language-by-language projection of requirements over the five years other than to predict shortages due to attrition and the inability to make up the deficit through recruitment of language qualified personnel. [ ] percent of the [ ] level 3 and above foreign language proficiencies in the DO represent skills possessed by employees who are at least [ ] years of age. Retirement and/or inability to accept overseas assignments must be presumed for most of this group by 1987. An additional presumption attributable to this age group is that many of the personnel would not be available for assignment to positions requiring their language skills because age or experience has moved them into management positions. Assessing projected shortfalls on the basis of age alone, the DO loss of over [ ] percent in 3 level and above speaking skills will be in [ ]

[ ] Experience has shown that incoming professional employees, including Career Trainees, are language deficient to the extent that [ ] percent of them will need substantial full time language training to meet the minimal professional level of competence. The DO, therefore, anticipates a [ ] percent increase in the number of students trained in languages each year during the next five year period. This should, they believe, narrow the gap between foreign language requirements and individuals with the necessary language competence. Currently, [ ] percent of DO Unit Language Requirements are filled by language qualified people; through judicious selection of personnel for training and increased recruitment efforts, the DO believes the fulfillment rate will increase by 5 percent a year.

4. The Directorate of Intelligence (DI) over the next five years will continue to augment gradually the language skills of its analysts. Tables 1 and 2 displayed in Attachment E present recent estimates of the proportion of analysts expected to be qualified in languages relevant to their responsibilities through 1986. There are two main reasons for the relatively slow improvement in language capabilities within the DI:

a. Language capability is not the dominant selection criterion for analysts and the DDI is unwilling to subordinate analytic ability to language achievement. Few people come to the DI with high competence in both fields.

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SUBJECT: Present Agency Foreign Language Capabilities Five Year  
Projection, and Anticipated Shortfalls

25X1 b. The Directorate of Intelligence does not have enough slack  
25X1 in its present staffing pattern to permit many analysts to be gone  
25X1 from their production assignments for full time language training.  
Nevertheless, SOVA, for example, has approximately [ ] percent of  
its analysts studying [ ] part-time, while about one-fourth of  
SOVA professionals maintain competence [ ] at the 3 level  
or higher.

25X1 c. With the focus on language skills caused by the recent  
reorganization, the DDI expects to see an across-the-board increase  
in participation in the language achievement and maintenance award  
programs. At present, the language requirements in the DI are being  
studied and in the near future a uniform set of guidelines for the  
DI offices will be prepared. As soon as this work is completed, the  
DI will be in a much better position to assess the long-run impact  
on the language development program. Nevertheless, the two constraints  
described above will continue to moderate language improvement progress  
during the next five years.

25X1 5. Implicit in the assessment of limiting shortfalls in the coming  
25X1 years is a requirement for increased training of employees by the Language  
School. Language School resources (staff, space, and skills) are fully  
utilized now. Adding [ ] positions to the present [ ] person full time staff  
would enable the school to meet the increased demand. Classroom space,  
however, will remain a problem.

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